

I. CALL TO ORDER at 6:30 pm in the basement meeting room at the Fremont Town Hall. Present were Selectmen Gene Cordes, Leon Holmes Sr and Neal Janvrin; Town Administrator Heidi Carlson. All rose for the Pledge of Allegiance.

II. ANNOUNCEMENTS

1. Bulky Day will be held on Saturday October 17, 2015 from 8:00 am to 12 noon.
2. This meeting is live broadcast on Channel 22 and will be rebroadcast throughout the week ahead.
3. Veteran's Day Open House will be held from 5:00 to 7:00 pm on Wednesday November 11, 2015 at the Town Hall.
4. The Eagle Scout Court of Honor will be held on Saturday at 4:00 pm at People's United Methodist Church.

III. LIAISON REPORTS

09/28/2015 – Carlson reported that the Department Head CIP meeting was held on Monday at the Library. The follow-up information has been circulated to Department Heads again, looking for all capital projects from 2016 through 2021 to be submitted to the Circuit Rider Planner no later than October 15, 2015.

09/30/2015 Budget Committee – Janvrin was the Board's representative last night. He reported that they met with the Police Chief, Library Trustees and Librarian, and Town Clerk Tax Collector with presentations from each. No decisions were made, but a lot of information was gathered. The Committee has said that the budget will have to be reviewed carefully as several proposals are up.

Selectmen discussed the remainder of budgets that need to be reviewed, and how to get them finished. Holmes Sr said that he wanted to see all of the Town budgets and the School budget are together and look at what the tax base is to see what the tax impact will be.

Selectmen discussed the public safety needs of the Town, as well as the road maintenance issues that were overdue. They discussed acquisition of a bond and how that might work, as well as keeping a consistent amount of money in the budget annually for paving and upgrades.

This led to other discussion about capital items and trust funds/capital reserve fund savings accounts.

IV. APPROVAL OF MINUTES

Selectmen reviewed the minutes of 24 September 2015. Motion was made by Janvrin to accept the minutes of 09/24/2015 as corrected, with the indication of Janvrin seconding the motion for acceptance of the accounts payable manifest. Holmes Sr seconded and the vote was unanimously approved 3-0.

V. SCHEDULED AGENDA ITEMS

6:45 pm Public Input - none

7:00 pm Department Heads - none

VI. OLD BUSINESS

Approved 10/08/2015

1. Selectmen had reviewed the Town information handout and Cordes provided some comments about other groups to include such as Scouts, and other ancillary groups that serve Fremont residents. This has also been provided to Department Heads to supplement information.

2. CIP Planning – The Board was asked to consider items that need to be included in the CIP document that are related to buildings and other facilities. The list generated included future planning for bridges, including Martin Road and Scribner Road; the Safety Complex roof and heating system, generator replacement at the Town Hall and Safety Complex, and a generator at the Highway Shed. This will be reviewed again next week.

3. Selectmen reviewed a heating contract from Ideal Temp HVAC LLC for the Town Hall HVAC systems. The contract covers the original base bid and options B and D for air conditioning at the basement and first floor level, as well as insulation of the piping in the basement area. The propane tank setting will be done by Leon Holmes Sr in coordination with the Building Inspector and Lamprey Energy, and Holmes Sr has also volunteered to do the landscape work and tank excavation work. This is a minimalist approach but can be done with the funding in the budget and in the Capital Reserve Fund.

Motion was made by Holmes Sr to accept the construction contract for the Town Hall HVAC work as proposed by Ideal Temp in the amount of \$72,355. Janvrin seconded and the vote was approved 3-0.

4. Carlson will make contact with the Fremont School Board in follow-up to the Regional BOS meeting, and invite them to a Selectmen's meeting to review the items discussed.

Selectmen reviewed a draft letter sent to the Town from the Town of Kingston in follow-up to that regional meeting. There was discussion about Fremont's place in the discussion, as the Sanborn Regional District includes only the Town's of Newton and Kingston, and that those schools are governed by a joint School Board. Sanborn is a contracted service provider to the Fremont District. Fremont is interested and will support them, but does not have the same stakeholder role as the towns of Kingston and Newton.

The Board decided that Fremont's response would be that the Board feels the elected officials where the Sanborn schools are should engage the district representatives. Cordes will get back in touch with Kingston Selectman Korn.

5. Budgets

4550 Library budget (new copy as presented to BC 9/30/15 with wage adjustments and additional of line item for mileage) was circulated to Board members. There was discussion about wages and keeping consistent with the Board's earlier votes to recommend 2% for wage increases in 2016. Additional calculations need to be done to calculate wages at 2% and beginning as of April 1.

4141 Election & Registration – Department request of \$14,926 includes four elections, three of them major State and Federal elections for 2016. The costs are somewhat higher than the numbers for the 2012 elections (a comparable year) given the increase in voter registration in Fremont and anticipated higher voter turnout for the presidential elections. With little further discussion motion was made by Holmes Sr and seconded by Janvrin to recommend \$14,926 in Election and Registration. The vote was approved 3-0.

4140 Town Clerk Tax Collector – Discussion about updated budget to include mileage being raised to \$700 in follow-up to the Budget Committee meeting last night, to include the bank trips and three conferences in Concord and the annual workshop in the North Country. The contract for BMSI support was received today, and needs to be increased by \$100 to cover the cost (to \$2,350).

There was lengthy discussion about wage for the Town Clerk Tax Collector and review of the Budget Committee's concerns/ideas expressed last night. The Board felt that the \$5,000 increase needed to be presented in a Warrant Article along with the time proposed for the position (ie: ¾ time or whatever it is proposed to be); and any other benefits to include paid time off.

Selectmen asked for a warrant draft to be circulated for next weeks meeting.

Janvrin moved to recommend \$14 per hour for the clerical position in the Clerk's Office. Prior to a second, there was considerable discussion about the responsibility of the position and desire to keep some one here instead of continuing to train people and have turnover. There was discussion about other wage rates within Town, and different positions and responsibilities. Janvrin withdrew his motion.

Janvrin then motioned to set the clerical rate at \$13 per hour. Holmes Sr seconded. The wages were recalculated for 12 hours per week plus additional hours to cover vacation, with the wage increase beginning April 1st. This brought the Clerical line to 8383 and the training line to 915 (using the \$13 hourly rate).

With these changes, motion was made by Janvrin to recommend \$61,890 for Town Clerk Tax Collector. Holmes Sr seconded and the vote was approved 3-0.

4520 Parks & Recreation – Selectmen reviewed the budget as submitted, totaling \$51,761. The Board reviewed the camp information and discussed the changes. The field maintenance is similar to past years, with two fertilizer applications and similar maintenance hours. This year a lot of volunteer work was done along the tree line to cut back on scrub brush.

Motion was made by Holmes Sr to recommend \$51,761 for Parks & Recreation. Janvrin seconded and the vote was unanimously approved 3-0.

6. The State of NH DOT has been contacted about the McRae concerns on Beede Hill Road. The Supervisor has talked to Cindy McRae and will be back out to view the situation again. It is not something they will get to for several more weeks given current contracted equipment scheduling.

7. An information package regarding Community Solar initiatives information from ReVision Energy was distributed for members to review at their leisure. This is in follow-up to Energy Committee initiatives for potential solar arrays in Fremont at municipal properties.

8. There was discussion about Emergency Management Director position. No feedback has been received from the Emergency Management Director in response to the letter from the Board, looking for contact and a meeting to be set up with Carlson no later than 09/30/2015. Janvrin stated that he would abstain from this discussion.

The EMD was not sworn in at the March timeframe and has been unable to participate in any emergency activities related to the position since that time. Cordes moved to post the Emergency Management Director position, seeking letters of interest and background information from residents who would like to pursue the position. The vote was 2-0-1 with Janvrin abstaining.

VII. NEW BUSINESS

1. Selectmen reviewed the accounts payable manifest \$229,221.56 for the current week dated 02 October 2015; with \$200,000 for Fremont School District. There was some discussion about the vendors.

2. Selectmen reviewed two copies of a Utility Valuation Contract with George Sansoucy for years 2015-2019. A letter has been received from the NH per DRA requirement that the contract meets DRA standards. The contract is \$7,000 per year and includes the work done in 2015 for the revaluation and spreads costs over the term of the five year contract. Motion was made by Janvrin to approve the contract. Holmes Sr seconded and the vote was approved 3-0.

3. Selectmen reviewed the folder of incoming correspondence.

4. Selectmen reviewed a request from Jon Benson of the Parks & Recreation Commission to purchase a shed as identified in the 2015 operating budget. Selectmen reviewed three quotes and considered a purchase order for \$2,556.01 to Home depot for the shed and delivery costs. One vendor was more money and the other vendor that was approximately \$50 less would not deliver the building. With information presented and the recommendation from Benson to purchase an 8 x 12 shed from Home Depot, motion was made by Janvrin and seconded by Holmes Sr to approve the \$2,556.01 Purchase Order # 2015-016 to Home Depot for a shed. Janvrin seconded and the vote was approved 3-0.

5. Selectmen reviewed the ZBA Hearing notice for a Variance application at 810 Main Street, which is scheduled for 10/27/2015. A Plan Comment Sheet is available and will be reviewed prior to the deadline date for comments.

6. Selectmen approved a request to use the Town credit card to purchase a renewal subscription to Log Me In for \$99 (PO 2015-015).

7. Selectmen reviewed updated documents from the Health Trust including their updated Application and Membership Agreement, COBRA Administrative Services Agreement, and Retiree Billing Administrative Services Agreement. Holmes Sr moved to have Cordes sign all three documents on behalf of the Board. Janvrin seconded and the vote was approved 3-0.

8. Selectmen reviewed a letter from SRRDD 53B soliciting input for future Household Hazardous Waste Days in terms of location, and what works about the day, and what the Town's needs are for this service. This will be considered and a letter drafted in response.

9. Selectmen signed the 2015 MS-1 cover page.

10. The Snowmobile Grassdrags will be held next weekend. There will be increased traffic in the North and Martin Road area, and helicopters in the air.

At 7:48 pm a motion was made by Holmes Sr to recess the meeting. Janvrin seconded and the vote was approved 3-0.

At 7:59 pm motion was made by Holmes Sr to return to session. Janvrin seconded and the vote was approved 3-0.

Selectmen reviewed and signed a letter to Timothy King in congratulations for his Eagle Scout achievement.

Fire Chief Richard Butler came in to the meeting at approximately 8:35 pm.

VIII. WORKS IN PROGRESS

1. Board quarterly meetings with supervisees, Town Administrator and Police/Fire Chiefs. These should be scheduled to occur before the budget meetings start. Meeting with Chief Butler scheduled to be continued this evening.

2. Consider budget review schedule and budgets submitted to date – ongoing.

Petition Warrant Articles are due by Tuesday January 12, 2016. The Public Budget Hearing will be held on Tuesday, or Wednesday January 13, 2016, with the snow date for the following evening.

3. Any follow-up questions on YTD spending or projects or needs the Town should be addressing. The next Budget Committee meeting is scheduled for Wednesday October 7, 2015. Proposals were due for the cemetery stone wall restoration and rehabilitation on 09/28/2015 and the Trustees will review them at their meeting of October 6th.

4. KTM updates on timing of Library roof section and Historic Building roof/paint work – Emailed again 9/30 for a scheduling update. They anticipate being there next Tuesday to do all of the work.

5. Currently the Town is in need of members interested in joining the Zoning Board of Adjustment, and a Rockingham Planning Commission Metropolitan Planning Organization Transportation Advisory Committee member representative. Anyone interested could begin by contacting Heidi Carlson for more information or attend an upcoming meeting.

IX. NON-PUBLIC SESSION NH RSA 91-A

At 8:43 pm motion was made by Janvrin to enter non-public session pursuant to NH RSA 91-A:3 II (c) to discuss a personnel matter. Holmes Sr seconded and the roll call vote was unanimously approved 3-0; Cordes – yes; Holmes Sr – yes; Janvrin – yes.

X. ANY OTHER BUSINESS

The next regular Board meeting will be a work session, to be held on Thursday October 8, 2015 at 6:30 pm.

At 9:10 pm after a non –public discussion with Fire Chief Butler, Leon Holmes Sr made a motion to return to public session. The motion was seconded by Neal Janvrin. The motion was approved 3-0. No decisions were made

At 9:11 pm Leon Holmes Sr made a motion to approve the compensation plan for the Fire Chief's position. The motion was seconded by Neal Janvrin. The motion was approved 3-0. The compensation plan focuses on how time worked is tracked for the part time position and establishes an hourly pay rate. Most recently it has been a salaried half time position. A memorandum was circulated for signature and signed individually by the Board of Selectmen and Fire Chief Butler. A copy was retained by Butler and by the Selectmen for the Town's records.

At 9:12 pm Neal Janvrin made a motion to adjourn the meeting. Leon Holmes Sr seconded the motion and the motion was approved 3-0.

Meeting adjourned at 9:12 pm. Non-public and closing notes provided by Gene Cordes.

Respectfully submitted,
Heidi Carlson, Town Administrator